

INFORMATION BULLETIN

WORKFORCE INVESTMENT ACT

Number: WIAB06-22

Date: September 28, 2006

Expiration Date: 6/30/07

69:110:tr:10363

TO: WORKFORCE DEVELOPMENT COMMUNITY

SUBJECT: LWIA ADVISORY COMMITTEE CONFERENCE CALL MINUTES—
AUGUST 25, 2006

The minutes and revised agenda from the Local Workforce Investment Area (LWIA) Advisory Committee conference call on Friday, August 25, 2006, are attached for your review and information. Please ensure that the minutes are provided to the appropriate staff.

If you have any questions regarding the minutes, please contact Jim Scholl, at (916) 657-4610.

/S/ BOB HERMSMEIER
Chief
Workforce Investment Division

Attachments

LOCAL WORKFORCE INVESTMENT AREA ADVISORY COMMITTEE CONFERENCE CALL

Friday, August 25, 2006

Agenda

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| 10 a.m. | <p>Welcome/Agenda Building/Hot Topics</p> <ul style="list-style-type: none"> • Allocations • Year End Performance • September Department of Labor Review • Training Job Service (JS) Field Staff on the Common Measures • Reconfiguration JS Field Divisions • Workforce Services Branch (WSB) Consolidation • Total Funds Available for Addressing Formula Inequities for Dislocated Workers • Self Service Counts | <p>Bob Hermsmeier, Workforce Investment Division (WID)</p> |
| | <p>Information</p> <ul style="list-style-type: none"> • Eligible Training Provider List Directive • Capacity Building Workgroup • Solicitation For Proposals • Rapid Response Funds • Senate Bill 293 | <p>Liz Clingman, WID Jose Luis Marquez, WID Kathy Castillo, WSB Steve Saxton, WID Ray York, California Workforce Investment Board (CWIB)/ Bruce Stenslie, California Workforce Association</p> |
| | <p>Discussion</p> <ul style="list-style-type: none"> • Management of Trade Adjustment Assistance Program • Improving the One-Stop Survey Process • Ad hoc Committee: Dislocated Worker Formula • Formula Used for Adult and Youth • Utilization of Labor Market Information Data by Local Jurisdictions | <p>Liz Clingman, WID/ Michael Evashen, JS Linda Rogaski, WID Steve Saxton, WID/ Javier Romero, CWIB Bob Hermsmeier, WID Joe Werner, Monterey Workforce Investment Board</p> |
| | <p>CWIB Updates</p> | <p>Ray York, CWIB</p> |

LOCAL WORKFORCE INVESTMENT AREA ADVISORY COMMITTEE CONFERENCE CALL MINUTES

Friday, August 25, 2006

Welcome/Agenda Building/Hot Topics—Bob Hermsmeier, Workforce Investment Division (WID)

- **Allocations**—The State is in the final stages of redoing the youth and adult allocations for the local areas. The State has done some preliminary runs and it looks like the local area allocations will be increased for every Local Workforce Investment Area (LWIA) in the State. (Subsequent to the meeting, the final allocations data run indicated a few local areas' youth allocations are slightly reduced.) The sub-local area allocations will be calculated as soon as the local area allocations are released. The administrators will be notified by e-mail on the status of the allocations.
- **Year End Performance**—Liz Clingman, WID. The California workforce system did extremely well this year and made all of the Department of Labor (DOL) core performance measures. Unfortunately, the State missed the customer satisfaction measures which will cost the State an incentive award. With less than 50 percent of the LWIAs reporting their employer contacts, it is not possible for the State to meet the standard. Workforce Investment Act (WIA) Directive WIAD01-13, Subject: WIA Employer Customer Satisfaction (March 11, 2001) requires this information. The local areas are required to submit the employer contacts to the State. The State contractor, California State University San Marcos, does the actual survey work. The State agreed to notify each LWIA that did not submit the necessary information. These requirements will continue through Program Year (PY) 2007-08. After we submit the annual report and know the final financial numbers, the State level incentive awards will be calculated. We plan to release the directive initiating local area preference negotiation for PY 2006-07 shortly.
- **September Department of Labor Review**—The DOL Region 6 will perform fiscal and programmatic reviews starting in late August. The DOL will include selected local areas for local reviews. The local areas affected have been contacted. There will be a final report out sometime in late October or November.
- **Training Job Service (JS) Members on the Common Measures**—Liz Clingman, WID/Michael Evashenk, JS. Liz and Michael have partnered on management level common measures briefings for the JS field offices. These sessions focus on the Wagner-Peyser requirements to implement performance accountability through the common measures. The next training phase will focus on a train-the-trainers approach to educating all of the JS staff co-located in the One-Stops.

- Reconfiguration JS Field Divisions—The Employment Development Department (EDD) is planning to change the number of field divisions in the State. This is in the beginning stages; Local Workforce Investment Area administrators will receive additional information as decisions are made.
- Workforce Services Branch (WSB) Consolidation—The WSB is completing work on consolidating the Workforce Investment and Job Service Divisions into one division. At this point the consolidation is going through final review and approval. The administrators will see a new structure for the branch, in the near future.
- Total Funds Available for Addressing Formula Inequities for Dislocated Workers (DW)—Local areas who were harmed by the allocation of DW funds can apply for additional assistance from State discretionary funding. We would encourage the applicable administrators to submit an application in accordance with WIA Directive WIAD05-8.
- Self Service Counts—Liz Clingman, WID. The State has created WIA Draft Directive WIADD-120, Subject: New Participant Reporting Requirement—Universal Services (May 31, 2006). This directive discusses self service counts. The State has not issued a final directive because of concern that the federal process results in the duplication of client counts. The DOL's definition results in a duplication of counts between what is reported under the Wagner-Peyser program and the WIA program. Some representatives in Congress are confused by this definition. This confusion could negatively affect program funding. For the year just ended, the State reported that 1.3 million clients received self service under Wagner-Peyser.

Eligible Training Provider List Directive—Liz Clingman, WID

There has been a lot of controversy around this issue. The WID is about to re-issue WIA Directive WIAD01-16, Subject: Eligible Training Provider List (ETPL) (April 15, 2002). That directive will not include any aspects of subsequent eligibility. California has a waiver for subsequent eligibility through June 30, 2007. Therefore, the re-issued directive will only speak about the existence of the eligible provider list and the requirement to do initial eligibility. The EDD has been given reasonable assurance that California's waiver will be extended. When California submits the new two year plan, the State will request a continuation of our existing waiver.

Capacity Building Workgroup—Ray York, California Workforce Investment Board (CWIB)

The workgroup had its first meeting and discussed the data relative to the courses provided through the Employment and Training Network and EDD's Capacity Building Unit. The members were also given the results from a survey of local areas secured capacity building training and California Workforce Association (CWA) capacity building activities. The survey asked local area directors to report capacity building training they secured on their own including providers and funding sources. The next step will be for the workgroup to consolidate these data and provide a good baseline gap analysis to

identify what may be missing. This will help the group develop funding priorities and other considerations. The group's next meeting is scheduled for September 18, 2006.

Jose Luis Marquez, WID, added that the group's concern is how to maximize the available limited funding for capacity building. The workgroup is charged with making recommendations for how these resources can be used to meet the major needs of the current capacity building system as a whole. Brian McMahon, CWIB, and Virginia Hamilton, CWA, indicated that all options shall be explored to make the best possible recommendation to the CWIB in November.

Solicitation for Proposals (SFP)—Bob Hermsmeier, WID

There will be two SFPs sent out. One will seek projects for WIA 15 percent. The other SFP will fund Veterans projects out of both 15 percent and 25 percent funding. The SFPs will be in an information bulletin on the EDD Web site by the middle of September.

Rapid Response (RR) Funds—Steve Saxton, WID

Comments for WIA Draft Directive WIADD-125, Subject: Application—Rapid Response Special Projects Funding for PY 2006-07 closed August 18, 2006. The draft directive became final on August 29, 2006 (WIA Directive WIAD06-6). After discussion in the advisory meeting, Bob Hermsmeier agreed to change the application's due date to September 15, 2006. Finally, the first quarter of formula RR funding has been included in the local area subgrants. The remainder will be added once the DOL provides the October to June portion of the 2006-07 WIA funding.

We have been working with the RR roundtables to develop a list of frequently asked questions and issues. The intent is to share the questions and answers with both the RR coordinators and the local area administrators.

Senate Bill (SB) 293—Ray York, CWIB

Currently SB 293 is going to the floor for a final vote. It appears something is definitely going to be happening. Right now we understand the administration is working on a position determination relative to the bill.

Management of Trade Adjustment Assistance (TAA) Program—Liz Clingman, WID/Michael Evashenk, JS

The TAA is now subject to common measures. This has led to discussion within EDD about how to improve the administration of TAA. The Secretary of Labor's position is that TAA is a training program. The participants should be co-enrolled with WIA. The wrap-around case management services should be provided through WIA/One-Stop Career Center system. In California, the EDD Unemployment Insurance (UI) Division makes the certification of eligibility. The JS staff has the responsibility for enrolling the clients in training funded by TAA. It varies quite widely across the State as to whether local areas are co-enrolling TAA clients in WIA. This includes the degree of coordination on the services and wrap-around case management.

The question is, what can the State do to remove any barriers and make it more attractive for the local areas to work in partnership with JS Employment Services to assure the success of these clients? The TAA doesn't provide the State with much in the way of administrative funds. It is primarily direct training dollars to the client. Michael indicated that the State has to greatly augment the TAA services provided by JS staff with Wagner-Peyser funding. The TAA participants also get extended UI benefits. The State would like to start a dialogue with the LWIA community on this. An advisory member volunteered that at least ten LWIA administrators would be interested in engaging in a dialogue if the State anticipated that additional TAA resources might be made available to LWIAs.

Michael stated that the State was hoping that JS would provide the bulk of the resources via the TAA training grant and then the wraparound services would be fairly minimal. Liz commented, there are not sufficient training dollars in WIA. The concept is that TAA provides the local area's training dollars for these specific clients. From today's comments, the local areas are definitely open to having an active discussion on the subject of partnering on TAA clients. The WID has already begun talks with the JS Division Chiefs regarding this topic.

An advisory member asked if this increases California's available funding. Liz indicated that TAA is an additional funding stream specifically for training of certain eligible dislocated workers. It is a separate funding stream from WIA so it is additional training money.

Improving the One-Stop Survey Process—Linda Rogaski, WID

This was the third One-Stop survey that California has done under WIA. This was the first time an online input of data was used by the local areas. The first step was sending a query to the executive directors asking them for contact information for the One-Stop operators. That process seemed to work well. The second step was to request information from the operators on each of the One-Stops. This step had some technical glitches and policy issues.

The main question for next year's survey is—should we work to correct the on-line problems or go back to a pencil and paper survey?

There was a general consensus to continue with the Web based system. Linda agreed with suggestions for next year to pre-populate the information obtained from the prior year's survey. She also appreciated the comment for next year to send the survey directly to the local areas Directors so they could coordinate it. Linda would be interested in any comments from any other LWIA administrator concerning the survey process.

Ad hoc Committee: Dislocated Worker Formula—Javier Romero, CWIB

The committee's first meeting took place on August 23, 2006, and few Advisory members were in attendance (Bruce Stenslie, Vice Chair; Jan Vogel, member; Joe Werner and Fred Slone). Basically the design of that meeting was a presentation by

Steve Saxton that covered some background information. He also covered the potential formula factors and data sources. The Committee's sole action item was the guiding framework.

Steve Saxton did a great job getting lots of information to the committee. The two highly contested issues were:

Issue 1: How much should the formula be tied to the definition of eligible DW? The committee recognized that the current formula has three factors that include UI, which is not tied to the definition of a DW.

Issue 2: Should the funding follow the Displaced Workers population in the State or should the funding be more stable so LWIAs would not have the potential for large gains or losses of funding?

There was a revised white paper issued to the committee members earlier this week. Also, the CWIB Web site will soon include the committee resource documents.

Formula Used for Adult and Youth—Bob Hermsmeier, WID

The federal authority allows the allocation of adult and youth funding to local areas using two options, one of which we are using in California. The option the State uses allocates funds based on the 1/3, 1/3, 1/3 formula for all the funding relative to the adult and youth programs. The other option is to take 70 percent of the money and allocate it based on the above formula. Then take the remaining 30 percent of the money and allocate it using other factors.

There was discussion that the current youth formula under-funded high-risk youth. Bob indicated there were other ways to mitigate the problems of the possible youth funding issue. The upcoming SFPs will focus on the opportunity to serve youth so this could be a solution.

The State Plan is the vehicle to use in making any formula change. It would have to be approved by the State Board. Then, the change would have to be approved by the Governor. It was suggested that CWA could poll its members to see how much interest there might be to change the formula.

Utilization of Labor Market Information Data by Local Jurisdictions—Joe Werner, Monterey Workforce Investment Board

The WIA Directive WIAD05-8, Subject: Dislocated Worker Assistance Project (October 12, 2005) has the following requirements. "The applicant must be able to document the reasons why and the degree to which the allocation formula has not captured the actual demand for services relative to other areas of the State." Mr. Werner indicated the phrase "relative to other areas of the State" caused the LWIAs undue hardship because it required detailed labor market information. There was agreement from all of the membership with his analysis. Bob Hermsmeier indicated the directive would be reviewed and possibly amended to delete this language.

CWIB Updates—Ray York, CWIB

- **Business and Industry Committee**—Staff are moving forward with scheduling the remaining regional forums that are intended to bring workforce and economic development professionals to share best practices and information. The dates and locations for the remaining five forums are: San Luis Obispo, October 18; Nova, October 19; Sacramento, October 26; Los Angeles, December 6; and in Santa Ana December 7. There is a Business and Industry Committee meeting scheduled for September 26. The main focus for that meeting is a planning session to discuss how the committee would like to proceed. The committee will also look at the issues and strategies that are contained within the State planning process.
- **Targeting Resources Committee**—The next meeting is scheduled for September 12, 2006 at the SETA office in Sacramento. Staff from the California Regional Economies Project and Labor Market Information Division will update the committee on their current products. The committee will review the minimum wage worker project. We are going to look at their recommendations and how that transfers to language in the SFP. On strategic partnerships, the committee has done an extensive literature review looking at the best practices. From this work a model Framework was developed that can be used in a variety of workforce initiatives. The Committee will review and make recommendations on the proposed Framework. There was an issue before the committee regarding coordination of 15 percent grants with the local boards. The committee is reviewing the language included in the SFP related to the minimum wage worker to determine if it describes their intent of increased coordination among partners competing for these funding opportunities.
- **Lifelong Learning Committee**—No meeting date has been set. The agenda is still under development. The primary discussion point will be around the State youth vision team. There will be some updates on prior work assignments.
- **Accountability and Workforce Investment Committee**—The Committee has a meeting scheduled for October 25, 2006. The research for the cost study project has been completed. Most of the data for the first piloted case study has been compiled, but still need to look at some of the data that has been collected for the other three case studies. A consolidated comparative finding summary has been developed. We are also, as a result of that data, beginning to develop the methodology relative to framing a survey tool.

The One Stop State Certification sub-committee has a meeting scheduled for October 7, 2006. The self-assessment resource guide is being revised. An incentive package and a package relative to a validation and application process are being developed. The final step is creating a resource guide.